



## **Town of Beaufort NC**

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### **Town Of Beaufort Board of Commissioners Worksession Meeting MINUTES 4:00 PM Monday, November 26 - Town Hall Conference Room**

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#### 1. Call to Order/Roll Call

Mayor Newton called the meeting to order. Town Clerk Davis called roll and declared a quorum present for the meeting.

#### 2. Agenda Approval

Mayor Newton asked for the a closed session for the permitted purpose of Attorney Client Privilege be added. Commissioner Hagle made a motion to approve the agenda as amended. The vote was 5 to 0 in favor of the motion.

#### 3. Public Comment

No public comments were made.

#### 4. Items for Discussion and Consideration

##### A. Draft Minutes for the November 13, 2018 Regular Meeting

This item was placed under Items of Consent.

##### B. Discussion of date for December Work Session

The decision was made to cancel the work session for December and move it to January 7, 2019.

##### C. Case No. 18-15: Special Use Permit Application - Accessory Dwelling Unit

This item was placed under Public Hearing. Since this is a quasi-judicial public hearing, the board members were not allowed to discuss any information pertaining to the case.

##### D. New Year's Day Resolution Run

Since this item was the same as had been in past years with limited road closures, Commissioner Hagle made a motion to approve the request for the New Year's Day Resolution Run so it would not have to wait for the December meeting. The vote was 5

to 0 in favor.

Commissioner Hagle also asked for consideration to be given to making an amendment to the ordinance for special events allowing the Town Manager the authority to approve event applications that did not require substantial road closures for an extended period of time.

E. New Year's Eve at John Newton Park

In order for this item to not have to wait for approval at the December meeting, Commissioner Hagle made a motion to approve the event request as presented. The vote was 5 to 0 in favor of the motion.

F. Ordinance Creating Chapter 96: Parks & Recreation

Parks and Events Coordinator/PIO Rachel Johnson indicated the proposed ordinance had been recommended by the Parks and Recreation Advisory Board. She indicated the intent of the ordinance was to regulate all parks in the town limits.

Commissioner Hagle asked about the statement children must be supervised by an adult. Ms. Johnson indicated she had spoken with liability insurance carriers at the NCLM and it was recommended as a precautionary action.

This item was placed on the agenda for December under Items for Discussion and Consideration.

G. Randolph Johnson Park Update

Ms. Johnson informed the board the plans for the park were moving forward. Public Works Director, Mark Eakes the RFP for the stormwater portion of the park would be sent out in the near future. Once the stormwater work of the project is completed, then Pine Street will be closed off and the park will become a construction zone.

Ms. Johnson indicated the park equipment would be ordered by the end of the week and the anticipated install date for the splash pad would be in the March to April time frame.

H. FY 19 Budget Amendment 4

Finance Director, Christi Wood informed the board members the budget amendment covered expenses for the hurricane debris clean up, the new Town Engineer position, the ad alternate for the stormwater project on Professional Park Drive/Campen Road project, insurance proceeds for the utility boom truck and a pass through expense for the grant to remove derelict boats and marine debris. This item was placed under Items of Consent.

I. Amend FY 18 Audit Contract

Finance Director, Christi Wood explained the audit contract needed to be amended due to impacts from Hurricane Florence which will prohibit the audit company from meeting the December deadline. The amendment moves the deadline to January 31, 2019.

This item was placed under Items of Consent.

J. October Financial Report

Finance Director, Christi Wood provided information regarding the October financial reports.

K. Proposal from Gallants Landing Owners Association

Town Manager Day indicated he had received a proposal from the Gallants Landing Association in regards to the floating dock. He indicated the proposal was for the floating dock to be placed at the intended Cedar Street park and a new kayak launch to replace the loading dock.

Commissioners indicated they did not want to make a consideration of the proposal until more information could be received. Town Manager Day indicated he would request more information from the association.

L. Review of Citizen Boards

Town Manager Day indicated it had been requested of him to review the current volunteer boards and make recommendations in relation to board size, number of members and whether or not the board should be dissolved.

The Planning Board is functionally well in the current form. There is the requirement of members from the ETJ.

The HPC board recommendation was to reduce the number of members from 7 members to 5 members. Town Manager Day indicated he had talked with Planning Director Kyle Garner regarding the recommendation. Commissioner Hollinshed indicated the number was increased to seven because two or three people were making decisions for the whole board. She indicated the larger number brought in some expertise. She also indicated it was not that the training was not made available to them but did they retain the training or even attend the training. Commissioner Hagle suggested changing the pre-submittal meeting membership from three to two. Commissioner Harker indicated she felt a lower number would result in a better commitment. Commissioner McDonald indicated he felt the board of commissioners should not be out soliciting for applicants. He further indicated he felt the board members had the right to review the applications and then inform the applicants as to why or why not they are appointed. He indicated he felt all of the boards should have the same number of people and five was a good number. Commissioner Hollinshed indicated she felt it was her duty as a commissioner to encourage people to serve on the boards. Commissioner Carter indicated she felt it was okay to encourage people to serve. Commissioner Harker indicated she felt it was better to have a lower number of seats and to look at the applicants specifically for special qualities and not just put anyone in the positions. A suggestion was made to modify the application.

Town Manager Day indicated the Board of Adjustment was a quasi-judicial board and there had been nine meetings in the last twelve months and that was historically high. He indicated there had been incidents that have occurred in meetings and approvals made that have been some what problematic. He recommended the Board of Adjustment be abolished and the Board of Commissioners take over the responsibility. Commissioner

Carter indicated she had observed the issues and was all for doing away with the board. Commissioner Hagle indicated there have been some good members who have spent hours doing difficult work and studying the issues and helping to make hard decisions. Mayor Newton indicated the board could delegate authority but not responsibility. Commissioner Hagle recommended if the board was abolished to please provide recognition for those who have served. He additionally indicated he was concerned that since people were being encouraged to participate and then a board is abolished how would that be perceived. Commissioner McDonald was surprised to hear they have only missed three meetings out of twelve since he saw information indicating they would not be meeting due to a lack of a quorum or nothing on the agenda. Commissioner Harker indicated she hated to see any board abolished but however there had been some issues. She asked if it was abolished could the decision be made in the future to reverse and reestablish the board. Town Manager Day indicated the BOC was the ones who made the decisions on the establishment of boards, so it would be at their discretion. Further he indicated this board was in charge of following through and interpreting the laws set by the commissioners.

Consideration was given to the Board of Commissioners assuming the responsibility of the Board of Adjustment effective January 1, 2019.

#### 5. Mayor and Commissioner Comments

Mayor Newton indicated he had missed thanking some people for their efforts in hurricane recovery during the last meeting. He thanked Grey Sabiston, Lindsay Parker, Kyle Garner and Kate Allen for their work during the recovery efforts.

Commissioner Hollinshed had no comments.

Commissioner Harker thanked the staff for all they did for the Tiller School visit.

Commissioner McDonald indicated it was the season to be thankful and to look forward to the coming year. He indicated he was thankful to be a part of the board.

Commissioner Carter had no comments.

Commissioner Hagle had no comments.

#### 6. Manager Report

Town Manager Day had no comments.

##### A. Closed Session Pursuant to NCGS 143-318.11(a)(3) for the Permitted Purpose of Attorney Client Privilege

Mayor Newton called for a motion to enter into Closed Session Pursuant to NCGS 143-318.11(a)(3) for the Permitted Purpose of Attorney Client Privilege. Commissioner Harker made a motion to enter into closed session. The vote was 5 to 0 in favor of the motion.

Being no further business to be discussed in closed session, Commissioner Hagle made a motion to return to open session. The vote was 5 to 0 in favor.

7. Adjourn

Commissioner Hagle made a motion to adjourn the meeting. The vote was 5 to 0 in favor of the motion.

The meeting adjourned at 6:30 pm.

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Mayor Everette S. (Rett) Newton

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Michele Davis, Town Clerk